

BASE Buildings HVAC Characteristics: Frequency of Maintenance Actions for Fan Coil Units and Terminal Units

Frequency of Actions	Number of Buildings Reporting		
	Fan Coil Units - Frequency of Inspection ¹	Fan Coil Units - Frequency of Filter Changing ²	Terminal Units - Frequency of Inspection ³
None	7	2	21
As Needed	2	5	41
Daily	1	0	0
Weekly	1	0	0
Bi-Weekly	0	1	0
Monthly	9	4	1
Semi-Quarterly	0	1	1
Quarterly	11	14	6
Semi-Annually	6	3	4
Annually	8	9	9
Total Number of Buildings Reporting	45	39	83
Notes: ¹ Data represent 45 BASE buildings, which indicated an inspection frequency for fan coil units. ² Data represent 39 BASE buildings, which indicated a filter changing frequency for fan coil units. ³ Data represent 83 BASE buildings, which indicated an inspection frequency for terminal units.			

Variable Descriptions:

Fan Coil Units - Frequency of Inspection refers to the frequency of inspection for fan coil units.

Fan Coil Units - Frequency of Filter Changing refers to the frequency that fan coil unit filters are changed out by building facilities personnel.

Terminal Units - Frequency of Inspection refers to the frequency of inspection for terminal units.

The frequency categories are as follows:

None means that no inspection or filter change out takes place.

As Needed refers to a maintenance schedule where maintenance occurs only when deemed necessary.

Daily refers to a schedule where inspection or filter change out occurs each day.

Weekly refers to a schedule where inspection or filter change out occurs once per week.

Bi-weekly refers to a schedule where inspection or filter change out occurs twice a month.

Monthly refers to a schedule where inspection or filter change out occurs once per month.

Semi-Quarterly refers to a schedule where inspection or filter change out occurs twice every three months.

Quarterly refers to a schedule where inspection or filter change out occurs every three months.

Semi-annually refers to a schedule where inspection or filter change out occurs every six months.

Annually refers to a schedule where inspection or filter change out occurs once a year.